

**COLLEGE OF LIBERAL ARTS
DEPARTMENT HEADS MEETING**

March 7, 2012

1:00 p.m. in Solms 106

Present: Laura Barrett, Mark Finlay, Zaphon Wilson, Tom Cato, Michael Price, David Wheeler, and Yassi Saadatmand.

AGENDA:

1. Complete College of Georgia

Dr. Barrett provided information on Complete College Georgia and Complete College American. Complete College of Georgia is a program to increase college completion rates. A campus plan will be submitted by the Armstrong Taskforce Committee to the USG in July.

2. College of Liberal Arts Summer 2012 research stipends

Dr. Barrett inquired on the progress of the department committees that are reviewing the Summer 2012 research stipends. The deadline for applications in some departments is not until March 12th.

The stipends will be paid in the summer “B” timeframe.

3. End-of-year spending

Dr. Barrett asked for requests from the departments. The group discussed the need for upgrades in technology in some of the classrooms in University Hall, Solms Hall, and the Fine Arts Building. Dr. Wilson felt that for Armstrong to continue to grow it would benefit the University to have its own server.

Dr. Barrett asked the group to give her a list of faculty whose computers are more than five years old, including full-time temporary faculty.

4. Report for Dr. Carey Adams: College strengths, weaknesses, issues

The group agreed that the college has great faculty and program, but note that we are still short on faculty. All agreed that reassigned time and summer stipends for research are top priorities. Also vital to the College is the ability to build new programs.

5. FY 2014 Budget Requests

Dr. Barrett urged the group to put in their requests for new tenure-track and permanent instructors for FY 2014.

6. Promotion to assistant professor

The group discussed adding a new track of lecturer with the ability to be promoted to senior lecturer.

7. Announcements

Groupwise archives will no longer be available and archives need to be transferred to gmail.

Dr. Finlay announced that he is working on a new certificate program in Professional Communication and Leadership.

Liberal Studies is being revamped to make it more assessable. A capstone course is being investigated. Liberal Studies is also working on making the catalog clearer when it comes to concentrations.

Armstrong Outdoor Arts Festival will be March 31, 2012.

Respectfully Submitted,

Tori F. Hatfield